I. R. S. IX-5]

Previous references.

L 93-11

184 sls 18

Later references.

- Fejis 7-19 (1, 2, 3, 5 & 8)

1918.19 (Eg & Lg)

File No. 184

Serial Nos. 19-29

D

p. 35 (E)

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 19-29.

Part B for

SUBJECT.

Police manual Volumes III and IV

---

sl 27). To. The I. G. of Police
No 1755 S 14-12-18.

Approves of the list of contents of the Police office manual received from him with certain alterations.

sl 28). To. The Supdt, Govt Press.
No 2338 S 4-2-19.

Passes the proof of the Police manual Vol III for print and forwards a list showing the distributi of printed copies among the several Heads of offices.

T. Lakminarayana
12-7-1919

W D S—GPB—50,000—24-7-18.

21

G. R. S. 11] 1918.

GENERAL AND REVENUE SECRETARIAT.

(G. R.)

NOTES.

File No. 188

FILE HEADING.

The Mysore Police Manual.

(Vols III and IV)

From

No.	Dated	Received

Diary No.	Enclos.	Spare Copies.	Serial No.

BRIEF ABSTRACT OF LETTER.

NOTES AND ORDERS.

NOTES—First Sheet.

GPB—20 006—8-8-14

E. A. 4 No 184

3 2

G.R.S. III–3]

ROUTINE NOTES.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

The Mysore Police Manual

A reminder to D. Q. P. asking him when the Kannada edition may issue and when Vol III + Supdt's office Manual may be required have put up for approval.

D. Secy.) 2/4

Issue 3/4

D. 650, dt 19/20

R. Issued on 4.4.1918.

From The D. G. of Police.
Letter no 6978/487 dated 9.4.1918
Reporting that translation of the Police manual is entrusted to officers of the Police Training School. That Chapter of Vol III of the Police Manual is nearly ready & that Supdt's office manual will be ready by 15th inst.

Submitted: may this file be put up by the end of this month.

11/4

3. Reply stating that Govt are glad the work is making progress and they trust the

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

GRSM. 5L.469

Manual will be ready by the time mentioned

Secs no 57

5

3

G.R.S. III—3]

E.A. 8/186-18

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

4 The draft may issue — Submit fair copy to Chief Secy for signature

HHH
17/4

To
The I. G. of Police.

Letter no 2074 dated 17.4.1918

Acknowledges intimation the receipt of letter regarding the progress in the translation of P. Mi & subsidiary manls..

sd 21)

From
The I.G. of Police.

Letter no 7634/5-38 / Encl one dated 7th may 1918.

Submits draft of Police manual Vol III re. Local & special laws & rules thereunder for approval of Govt.

SSecs 8/5 kmr)

A summary of the Regns may be attempted

HHH
14/5

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

W.D. 81—GPB—60,000—20-7-16

5 Except the Rol Regs which may go in extenso at the end, the rest have been summarised on the basis of the draft.

P-T-O

D. Secy) 28/5

G.R.S. III–3]

ROUTINE NOTES.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Submitted with a report

15/4
Must keep

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

GRSM. SL.469.

G.R.S. III–3]

ROUTINE NOTES.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

mere reproduction of portions, or of the whole, of the Regulations & Rules is not likely to be of much use. A Summary or Digest of the provisions in simple language plainly drawing the attention of the Police officers to their powers and duties appears a practicable course. With this object in view a Summary of the provisions has been prepared after rearranging the matter and omitting unnecessary portions which impose no duty on the Police, such as, The Infants Marriages

P.T.O

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

GRSM. 6L.469.

G.R.S. III–3]

ROUTINE NOTES.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Prevention Reg^n, The Weights & Measures Reg^s and Rules and the Limitation Reg^n.

1 A draft forwarding the same to the D. of Police for remarks is submitted for approval.

U. Secy) 20/5

2 Please put up a neat copy of the draft as well as of the original draft & revised Summary.

1/6

3 Typed draft submitted with notes.

U. Secy) 1/6

Chief Secy) 10 1/6

N.B.—Should routine notes be written on small slips the notes must be copied, or slips pasted on this form.

11 Secy

GRSM. SL.469.

G.R.S. III—3]

ROUTINE NOTES.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

8(22) To The D.I.G. of Police.

Letter No 25-23. I.S.G 18 G. 98.68
Encl. two.

Forwards the Police manual Vol III for favour of Remarks

1/A Draft amendments to

D.I.G.P put up for approval

(U. Secy) 6/5 15/7

MM 16/7

R issued No 76/S.A.G 18 Gaz 17 2/8

8(23) From
the Inspector General
of Police

Letter No. 775/46 dated 29.4.18

Returns the draft of Vol III of the Nyasa Police Manual with a memo of necessary Amendments and States that the leaders will have a better grasp of the Subject if they read the Original Sections.

Read 28/7 The Suggestions will be considered and

GRSM.592 incorporated

(U. Secy) 6/5

14/8 Please 1/8

N. B.—Should routine notes be written on small slips, the notes must be copied or slips pasted on this form.

15 The D. G. P's suggestions are noted in the draft in pencil ~~in~~ and a note in pencil ~~in~~ is also added as to their advisability. Altogether, the suggestions are very few.

The Dup: Com^r says that he is still of opinion that the readers will have a better grasp of the subject if they read the original sections than by reading the Summary now prepared. With due deference I venture to state that the Summary ~~~~ brings out in a nut-shell and in a prominent manner the duties of the Police with respect to Special & Local Laws. This could be easily followed even by officers of ~~~~ very average capabilities. The same cannot be said of the draft submitted by the Dup: Com^r, (as it stands). Moreover the Summary does not supersede the Regulations & Rules.

10 8

E. A. & 1.84.

G.R.S. III—3]

ROUTINE NOTES.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

In fact the referencing at the end of each para was particularly intended to draw the attention of the readers to the provision of the law in case he found a necessity to do so.

Yrs
7/8

O. Secy)

16 Two neat copies as finally corrected may be made and sent, chapter by chapter, along with the original Regulations & the Madras manual

Yrs
7/8

17 Rules 1-18 are submitted as directed together with the original, the Regulations + the Head Munshi's letter pointing which are ready and typed.

Yrs
20/8.

O. Secy 19 Aug 31/8.

N. B.—Should routine notes be written on small slips, the notes must be copied or slips pasted on this form.

GRSM. 592

P-98 11 9

G.R.S. III–3]

ROUTINE NOTES.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

sl (24)

From
The D.G. of Police.
Letter no 1/94/88 dated 26.8.1918
States that the Police Superintendents' Office manual is under compilation on the lines of manuals in British India and that the translation of Vol I will be submitted within a fortnight.
Sub S.
20
31/8 Cir
Issued

21. Reply in Supts' manual.
Let an outline of contents be sent up first for approval
pus 2/9

Delay of 8 days in putting up this draft. What is the reason?
Yes

Explained in person. sl 25)

22 Reply submitted
10/9 Cir
Issued
pus 11/9.

Draft of Volume III not in the file.
12/9 reminded
Cir 20/11.

To
The D.G. of Police.
Letter no 978 dated 11.9.18.
Requests for an outline of the contents of the manual, for approval.

N. B.—Should routine notes be written on small slips, the notes must be copied or slips pasted on this form.

GRSM/592

23 One ✱ copy of the remaining portions of the manual embodying the suggestions of the D.G. is submitted. Sent to Press
11/9 Cir
Issued
pus 12/9

Vol III sent to Press calling for proofs
Returned to Press on 25-11-18 calling for further proofs
12/9/18

12

P 98

G.R.S. III—3]

ROUTINE NOTES.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

24 Draft reminding the D.G of Police about the Table of contents of the Hyderabad Police manual is submitted.

Inspr

22/11

22/11

Q. No 1536 dy 23-11-28 is noted.

From

The D. G. of Police. (26)

Letter no 3328/248 dated 25-11-28.

forwards a list of contents to the District Police manual. (Part-IV of the Mysore Police manual).

Submitted. The Madras + Bombay manuals are sent up for reference,

28/11

to Secy)

28/11

26 Please bring up. Such notes may be written on regular note form

29/11

N. B.—Should routine notes be written on small slips, the notes must be copied or slips pasted on this form.

GRSM.592

Serial No.

27) The list of contents of the manl has been revised as personally directed and a draft letter to I.G put up for approval.

O. Secy) ks 10/12

28. Please put up fair draft as amended Mcc 10/12

29 Fair draft put up as directed.

O. Secy) ks 11/12

(30) For approval alle 11/12

2231-216 11.12.18. Secn member)

(31) Draft approved Rcd 12.12.18

Done mm 13/1

8(27) To the I.G of Police in Mysore No 1755/E.A.G/184, dy 14-12-18. Returns the list of contents of the Supdts' Office manual after revision with certain suggestions re the preparation of the Manual

(12) 14. P. 98.

E. A. Ly 184

G.R.S. III—3]

ROUTINE NOTES.

781

[To be used only for notes, requisitions, etc., not intended for permanent record.]

(32)

Draft D. O. to the Supdt, Govt Press, requesting the return of the proofs is subd.

H Nepl 12/1 (33) Issued 12/1

R. No 2189 dy 15-1-19 issued.

2nd proof received on 28/1/19 28/1 (28)

Memo no 2813 dy 29-1-19 to the Supdt, Govt Press.

Returns the proof with print orders, with the request that 750 copies of the manual may be struck off and supplied as per distribution list to follow, 25 copies being sent in advance.

Issued on 4-2-19.

(34)

Draft reminding the Supdt, Govt Printing, about the printed copies of Vol III of the Police manual is subd. A draft to I. G. of Police enquiring the progress in the compilation of the Police Office manual & the translation of Vols I & II is also put up.

Copies of the Police manual Vol III received on 7-3-19

H Nepl 14/3/19 (35) Issued

14-3-19

(R. No 2505 dy 15-3-19 of the Supdt, Govt Press issued.)

N.B.—Should routine notes be written on small slips, the notes must be copied or slips pasted on this form.

W1) 1237—S 121—60,000—1-12-16—S.

(13)

D 1275

G. R. S. III-2)

General and Revenue Secretariat. | E.A.g File No. 184 of 191 –

Serial No. 29

To the I.g of Police in Mysore.
No 2586 dy 15—2—19.

Enquires what progress has been made in the compilation of the Police office manual and the translation of Vols I & II of the Police Manual.

From

The I.g of Police in Mysore.
No 6021/4.32 dy 5—3—19.

States that the compilation of the Police office manual has been taken in hand & will be completed by the middle of April next & that the translation of Vol I has been completed.

Recommends the grant of an honorarium of Rs 300/- ~~from to the~~ for the translation work of volumes II and other volumes to be issued in continuation.

(36) Submitted for orders.

Paragraph 6 of dy. No. 1336/E.A.g dy 21st Dec 1916 regulates the grant of honoraria for the preparation of manuals.

(37) The next As personally directed the file 8/2/19 pertaining to Police manual is put up.

NOTE—Contn. sheet.

G. R. S. III-2]

General and Revenue Secretariat.

File No. of 191 .

(16) 16

Serial No.

The Dy. of Police was requested to have portions of the manual translated & issued in Kannarese for the use of officers unacquainted with the English language. (Vide paragraph 3 of the Go. with which the Police manual was issued.) The question of honorarium for the translation of the Police manual has been raised for the first time now. Translation of Vol. I is stated to be ready. Vols II & III have to be taken up yet. In this connection it may be mentioned that the translation of the Rev. manual was done at a cost of Rs 600/- being honorarium paid to translators. Orders) It is since learnt that Page 20/3. another office from the Dy. S. forwarding the Kannada translation & recommending an honorarium of Rs 100 to each of the Inspectors Messrs Subramiengar & Rajarao has been received in the Protection Branch. may this also be transferred thereto? Orders

21/3/19. (38) Gjo.

Aro
21-3-19.

Protection Branch } (39) Subd Letter No. 6021/432 dy

NOTE—Contn. sheet.

115
17

G. R. S. III-2]

General and Revenue Secretariat. | Rev. File No. 184 of 191 .

Serial No.

5. 3. 1919 from the I. G. of Police abstracted on page 13 hereinas the I.-G.-C. refers to it in a letter Comm[illegible] has been retained, and the file returned and will be disposed of in this branch.

Questions relating to the compilation of Manuals have all along been dealt with in the E. A. Branch.

21/3

The file should therefore now has to be dealt with in the E. A. Branch

P. 4. 29/3

GEN. & REV. SECRETARIAT VIII E. AUDIT. 31 MAR 1919

31-3-19

E. A. Branch)

Record 3-7-19.

NOTE—Contn. sheet.

No 1785

18 (16

E.A.J 184-18-19

To

The Inspector-General of Police

in Mysore. Bangalore.

Sir.

I am directed to invite reference to G.O. No.950-E.A.G.184, dated the 31st Jany. 1918 regarding the Police Manual and to request that you may be so good as to intimate if steps have been taken to have portions of the Manual translated into Kanarese and if so, when the Kanarese edition is likely to issue.

I am also to request you to inform Government when the 3rd Volume dealing with the duties of the Police in connection with special laws and the Superintendent's office manual may be expected to be received in the Secretariat.

I have etc.,

For Chief Secretary

Date of Issue 4.4.1918

Signed by Mr. V. Madhava Rao.

2/4

19 (17

No. 6978/487 Office of the Inspector General of Police in Mysore.

Bangalore, Dated 8th April 1918.

E. A. 9 & 184 (820

From

K. R. Srinivasiengar Esquire, M.A.,
Inspector General of Police in Mysore.

To

C. S. Balasundaram Iyer Esquire, B.A.,
Chief Secretary to the Government of His
Highness the Maharaja of Mysore, BANGALORE.

Sir,

With reference to your letter No.1785/E.A.G.184 dated the 3rd instant, requesting to intimate if steps have been taken to have portions of the Police Manual translated into Kanarese &c I have the honor to state that translation of portions of the Manual in Kanarese has been entrusted to some of the officers in the Police Training School and every attempt will be made to have it completed and submitted to Government by the end of July next.

2. The draft of volume III of the Police Manual is nearly ready and will be submitted to Government for approval before the end of this month and that of the Superintendents office Manual by the 15th May.

I have the honor to be,
Sir,
Your most obedient servant,

Inspector General of Police.

D-680

13914

GEN E. AUDIT 10 APR 1918

WD 2328—GPB—100—2-4-17

From

The Inspector-General of Police
in Mysore, Bangalore.

To

Chief
The Secretary to the Government
of H. H. the Maharaja of
Mysore, ~~General Dept.~~

Dated 8th April 1918

Despatched 9

No. 6978/487

Enclosure

Subject.

Reporting that translation of portions of the Police Manual has been entrusted to some of the officers in the Police Training School. &c.

D 783
S.A.G.

(18
21

No. 7634 / 538 Office of the Inspector General of Police in Mysore,
8 file Dated Bangalore, the 4th May 1918.
7

S.A.G. 184-18—21

From

K. R. Srinivasiengar Esquire, M.A.,
Inspector General of Police in Mysore,
Bangalore.

To

C. S. Balasundaram Iyer Esquire, B.A.,
Chief Secretary to the Government of His
Highness the Maharaja of Mysore.

Sir,

In continuation of my letter No.6978/487 dated 9-4-1918, I have the honor to submit herewith for the approval of Government the draft of Volume III of the Police Manual, relating to Special and Local Laws and the Rules framed thereunder.

I have the honor to be,
Sir,
Your most obedient servant,

Inspector General of Police.

22

01866

From

The Inspector General of Police
in Mysore, Bangalore.

To

The Chief Secretary to the
Government of Mysore.

Dated. 4th May 1918.

Despatched. 7

General No. 7634
5-38

Enc.No. 1 file

Subject.

Submitting for approval the draft of Volume III of the Police Manual.

(19 23

G. R. S. VI—G/32]

SUBJECT.....

.....

.....

Diary No. of letter replied to.....

GENERAL AND REVENUE SECRETARIAT,
( )
, the *191* .

Date of issue.....8-6-18.....

Signed by.....H. V. Madhava Rao.....

Section G.A.8
File No. 184
Serial No. 22

No. 2523 / G.A.8184 Dy 8-6-18

To
The Inspector General of Police
in Mysore.

Sir,

With reference to your letter No.7634-538 dated the 7th May 1918 forwarding draft of volume III of the Police Manual, I am directed to state that instead of reproducing the whole or ~~any~~ portions of certain special and local laws, it would be useful to give a summary thereof defining the various powers and duties of the Police under each of the enactments. A rough summary on these lines has been therefore prepared and forwarded herewith for favour of remarks and very early return.

2. The

over.

24

2. The matter has been rearranged and provisions imposing no duty on the Police or of ephemeral importance are excluded from the draft.

3. The draft manual received with your letter under reply is also forwarded for reference and return.

I have, etc.,

~~For~~ Chief Secretary.

6a
1/6

List of enclosure

Copied by

Examined by

WD 86—GPB—60,000—15-11-16

D:151 25
-30-7-18.
(20

No. 775 Office of the Inspector General of Police in Mysore,
46.
& file

Dated Bangalore, the 27th July 1918.
29

From E.A.G 184-18-2B

Mir Hamza Husein Esq., B.A., B.L.,

Offg. Inspector General of Police in Mysore.

To

J. S. Balasundaram Iyer Esq., B.A.,

Chief Secretary to the Government of His Highness the Maharaja of Mysore.

Sir,

With reference to your letter No. 2523/E.A.G.184 dated the 8th ultimo forwarding a draft summary of the Special and Local Laws to be incorporated in Vol.III of the Police Manual, I have the honor to return the same herewith together with a memo showing the amendments needed in the draft. I am ~~also~~ still of opinion that the readers will have a better grasp of the subject if they read the original sections.

I have the honor to be,

Sir,

Your most obedient servant,

Mir Hamza Husein

Offg. Inspector General of Police.

26
Ans 5-6-17

WD 2328—GPB—400—2-4-17

From

Offg.
The Inspector-General of Police
in Mysore, Bangalore.

To

Chief
The Secretary to the Government
of H. H. the Maharaja of
Mysore, General Dept.

Dated 27th July 18 REV. SEC.
Despatched 29
No. 775/46 30 JUL 1917
Enclosure 1 file
Subject. 10231

Submitting a draft summary of the Special and local Laws.

Ans 2-30
2-2-30

27 (21

M e m o.

The Mysore Forest Regulation.

Para 1. in the summary. The para is too wide in its scope. Sec. 20 deals directly with the duty of the persons connected with the Forest to report to the Forest Officers and Police the occurrence of Forest crimes and fires and to assist them. It does not lay down that Police officers are bound to give information.

Para.2. Under section 45 not only "forest produce" but certain other things also may be seized. Accordingly after the words "respect to it", the following may be added:--
"and also all tools, boats, carts and cattle used in the commission of the offence".

Para3. In section 63 the words used are 'cattle trespassing' into a Forest and this is deemed to include damage to public plantations The former phraseology which is wider in scope may be used.

The following note may be added as a distinct para:--

Note:-- Offences against this Regulation are non-cognizable and cannot be investigated without the order of a Magistrate of first or second class but grave offences such as mischief by fire or theft, should be taken up at once under the proper sections of the Penal Code.

(22 P

28

The Mysore Excise Regulation.

Para 3. To bring out the idea contained in Section 35 fully, the following may be added at the end of the abstract:--

"if he is accused or reasonably suspected of committing an offence under this Regulation".

Para 5- Section 38 requires that a Police officer should only give information to an Excise Officer. The words "to his superior or" may therefore be omitted and the words "Excise Officer" may be inserted in place of "Excise Inspector". A note may however be added to the effect that he must report such cases to his superior officers also.

The Opium Act.

Para 1. The abstract of Section 14 may be made more explanatory. Between the words "concealed in" and "any enclosed place", the words "building, vessel, or" may be inserted. After the words "such opium" and before the word "and" the words "and all materials used in its manufacture and any other thing liable to confiscation" may be inserted.

Section 17 of the Act. As this section refers to a duty on the part of the Police, a para may be added as follows:--

"A Police officer is legally bound to assist an Excise or Revenue officer in carrying out the provisions of this Act".

Para 3. The note to this para may be amplified so as to include the provisions in Rule 11(1) (a) according to which even three tolas of opium may be possessed without a license. The note thus amended may read as follows:-

Note:-- The quantity of opium or preparations of opium-other than those used for smoking-which a person may possess without a license is three tolas. If the preparation is for smoking, the quantity is one tola.

30 D-368 (24

30-8-18.

No. 1494/88 Office of the Inspector General of Police in Mysore,

Dated Bangalore the 24th August 1918.

26

C.A.G 1818-21 28

From

Mir Hamza Husein Esqr., B.A., B.L.,

Offg. Inspector General of Police in Mysore.

To

C. S. Balasundaram Iyer Esqr., B.A.,

Chief Secretary to the Government of His

Highness the Maharaja of Mysore.

Sir,

With reference to your letter No. 76/E.A.G.184 dated the 17th July 1918, re: Police Manuals, I have the honor to state that the summary of Volume III was resubmitted to the Government with this office No.775/46 dated 17/29-7-1918.

2. The Police Superintendent's Office Manual is under compilation. It was also complete and was ready for submission. But I find that it deffers materially from the Manuals in use in British India. I have therefore instructed the officer in charge (Mr. Ramachendra Rao) to draw it upon the lines of the British Indian Manuals. These Manuals are very exhaustive and contain instructions in detail regarding the business transacted in the office. It will take at least three months to prepare a Manual of this kind. I hope to have the Manual ready by the end of November.

3. The translation of Vol. I. is nearing completion and it will be submitted in a fortnight from now.

I have the honor to be,
Sir,
Your most obedient servant,

Mir Hamza Husein

Offg. Inspector General of Police.

31

From

The Offg. Inspr. Genl. of Police
in Mysore, Bangalore.

To

The Chief Secretary to the
Government of Mysore.

Dated. 24-8-1918.

Despatched 26

General No. 1494/88

13207

Re the Police Manuals.

---

32 (25

G. R. S. VI—G/32]

SUBJECT.....

.....

.....

Diary No. of letter replied to.....258

GENERAL AND REVENUE SECRETARIAT,
( )
, *the* 191

Section S.A.8
File No. 186
Serial No. 25

No. 978 S.A.8 dt 11-9-18

Date of issue.....11-9-18.

Signed by.....

To

The I.G. of Police.

Sir,

With reference to your letter No 1494/88 dated 26th August 1918 re the preparation of Police Superintendents' Office manual I am directed to request you to be so good as to forward an outline of the Contents of the manual for the approval of Government.

I have &c

Asst over.

Chief Secretary

10/9

DIARY No. R.7013 /26 '33

No.

OFFICE OF THE INSPECTOR-GENERAL OF POLICE
IN MYSORE,
Dated Bangalore, the Nov: 1918.

ENCLS.

FROM Mir Hamza Husein, Esquire, B.A., B.L.,
~~K.R.SRINIVASIENGAR, ESQUIRE, M.A.~~
Offg. INSPECTOR-GENERAL OF POLICE IN MYSORE,
BANGALORE.

GEN. & REV. SECRETARIAT VIII E. AUDIT. 27 NOV 1918

D.634
27-11-18.

To C. S. Balasundaram Iyer, Esquire, B.A.,
CHIEF SECRETARY TO THE GOVERNMENT
OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

E.A.G 184-18-26

SIR,

With reference to your letter No.978/E.A.G.184 dated the 16th August last, I have the honor to forward herewith a list of content of the Manual to be prepared for the District Police Office.

I have the honor to be,
Sir,
Your most obedient servant,

Offg. Inspector General of Police.

WD A/2741 GPB—100- 24 7 18

34

15642

FROM
THE INSPECTOR-GENERAL
OF POLICE IN MYSORE,
BANGALORE.

oT

THE CHIEF SECRETARY TO THE
GOVERNMENT OF H. H. THE
MAHARAJA OF MYSORE.

Dated 22- 11- 1918.

eDspatched 25

No. 3328/248

Enclosure. /

Subject.

Forwarding a list of the contents of the District Police Manual to be compiled.

CHIEF SECRETARIAT
26 NOV 1918

Police Manual Part IV.

District Police Office Manual.

Table of contents.

O r g a n i z a t i o n.

1. Clerical Establishment.
2. Pay and grading.
3. Appointments and qualifications of Head Clerks (Head Munshis)
4. do do (inferior clerks)
5. General orders in regard to clerical appointments.
6. Leave of clerical officers.
7. Vacancies and promotions.
8. Permanent vacancies to be advertised.
9. Punishment of ministerial officers.
10. Official information not to be divulged.
11. Office hours.
12. Attendance register.
13. Duties of Head Quarter Inspector.
14. Registers to be kept in the District Police Office

Service Registers.

15. Service books.
16. Entries of punishments in service books.
17. Rules as to disposal of service books.

Cash Book.

18. Care of cash chest.
19. Pages of account books to be numbered.
20. DIstrict Superintendent of Police to see amounts received are entered in the cash book.
21. Delegation of authority to sign cash book etc.
22. Maintenance of cash book.
23. Pay and allowances.
24. Advances.
25. Permanent advance.

26. Contingent expenditure.

27. Travelling allowance.

28. Escort charges.

29. Pensions and gratuities.

30. Buildings.

31. Applications for additional Police.

32. Police men to private persons.

Instructions regarding certain registers.

33. Superintendent's Register of Crime.

34. Crime ledgers.

35. Stock-book.

36. Register of stationery.

Instructions regarding ~~regarding~~ certain files.

37. General diary of Inspectors.

38. Prosecuting Inspector's reports.

39. Town beat-maps.

40. Station diaries.

41. Arrangement of the record of cases.

Instructions regarding Reports and Returns.

42. List of reports and returns.

43. Quarterly inspection of arms and ammunition.

44. Report on the destruction of Records.

45. Annual Administration Report.

46. Annual returns.

47. Detailed list of Establishment.

48. Reports of deaths of Europeans.

49. Annual report on the working of the coffee stealing Prevention Act etc.

Special Reports.

50. Cases in which special reports are to be submitted by the Superintendent.

51. Cases to be reported by telegram to the C.I.D.

52. Report of losses, Thefts and recovery of arms etc.

53. Circumstances wherein immediate information must be given to higher authorities.

---

54. Finger Prints.

55. Correspondence.

56. Destruction and filing of records.

57. Proposals for changing Jurisdiction or site of Police stations or out posts.

58. Confidential correspondence.

59. Service stamps.

60. Petitions and Memorials.

61. Rewards.

Library.

62. Library catalogue.

63. Correction slips to Police Manual.

64. File of Inspector General's Circulars.

65. Police Gazette.

Forms.

66. Indent for Forms.

67. Storage of forms.

68. Register of forms.

69. Issue of Forms.

70. Stock-taking.

71. Stores.

Appendices.

A. List of books, registers and files to be kept in the District Police Office.

B. List of periodical returns.

C. Forms.

Offg. Inspector General of Police.

(30

38

G. R. S. V1—G/32]

SUBJECT.....

.....

.....

Diary No. of letter replied to .. ..

GENERAL AND REVENUE SECRETARIAT

( )

, the *191* .

Date of issue 14-12-18

Signed by Signed by W.N.U.Rao

Section E-A-8

File No. 184, 1

Serial No. 28

No. 1755

E.A-8 184

To

The Inspector General of Police
in Mysore.

Sir,

With reference to your letter No.3328-248 dated the 25th November 1918 forwarding a list of contents of the proposed District Police Office Manual, I am directed to return the list after revision and to request that the preparation of the manual may proceed on the lines indicated therein.

I am to state also that it is not necessary to repeat at length in the manual, general rules and orders which are to be found in the Police

over.

Recd 12.12.18

Police Manual, Treasury Manual and Manual of General Circulars and Standing Orders. It will be sufficient if reference is made in appropriate places to the provisions of these manuals and attention is invited to such rules as may have a special bearing on the work of the District Police Office.

I have, etc.,

For Chief Secretary to Govt.

List of enclosur

Copied by

Examined by

W D86--GPB—60,000—15-11-16

G. R. S. 27]

GENERAL AND REVENUE SECRETARIAT.

(*Continuation sheet draft form.*)

2338 dy 4.2.19 (32)
40
E. A. f 184-18 d 28

Date of Issue 4.2.19
Signed by M. A. V. R.

To

The Supdt. Govt. Press

Sir,

I am directed to forward herewith a list showing the distribution of copies of the Mysore Police Manual (Vol. III) now under print and to request that copies may be arranged to be supplied direct as indicated therein.

2. Intimation may however be kindly sent as to the probable date of despatch of the copies so as to enable this Office to address the heads of offices concerned further as to the manner of distribution of copies supplied to them.

I have &c.

Sir

Your obt. Servt.

41 (33

List showing the distribution of copies of the Mysore Police Manual, Volume III.

1.	Registrar, Chief Court	6 copies
2.	I.G. of Police	300 copies
3.	Government Advocate	2 copies
4.	Deputy Commissioner, Bangalore District	6 ~~23~~ copies
5.	" Mysore "	27 copies
6.	" Kolar "	18 copies
7.	" Shimoga "	6 ~~20~~ copies
8.	" Tumkur "	16 copies
9.	" Hassan "	16 copies
10.	" Chitaldrug "	15 copies
11.	" Kadur "	11 copies
12.	General and Revenue Secretariat (Efficiency Audit)	~~50~~ 60 copies
13.	Curator, Government Central Book Depot (For sale)	~~209~~ 277 copies
		750 copies.

(34

2806/b

49

G. R. S. VI—G/32]

SUBJECT.....

.....

.....

Diary No. of letter replied to .. ..

GENERAL AND REVENUE SECRETARIAT

( )

, the 191 .

Date of issue 15-2-19

Signed by Mr AV R.

Section G.A.G
File No. 184-18
Serial No. 29.

No. 2586/G.A.G/186
dt 15-2-19.

To

The I. G. of Police

Sir,

I am directed to invite reference to this office letter no 1755/G.A.G/184 dt 14-12-18 communicating approval ~~returning, after revision,~~ to the list of contents of the P. Police Office manual and to enquire what progress has been made in its compilation and when it may be expected ~~over~~

2.

P. T. 61

85)

43
2

2. I am also to request that the progress in the translation of Vols I and II of the Police Manuals may be intimated, early.

I have etc.

Asst
14-2-19
For Chief Secy

MGK
14/2

14/2/19

List of enclosures.

Copied by

Examined by

W D86—GPB—60,000—15-11-16